



MEETING MINUTES  
February 24, 2015  
7:30 PM  
Approved

In Attendance: D. Carlson, Chairman, H. Harper, Vice Chairman, L. Schack, Member, R. Schoenberger, Member, M. Brown, Authority Administrator

Call to Order

D. Carlson called the meeting to order at 7:34 PM.

Reorganization

D. Carlson turned the meeting over to M. Brown to garner nominations for Chairman. H. Harper was nominated by L. Schack, seconded by D. Carlson, and unanimously approved. H. Harper then chaired the meeting.

A motion was then made by D. Carlson seconded by L. Schack to nominate B. Watts (in absentia) for Vice Chairman. It was so moved. A motion was then made by R. Schoenberger seconded by D. Carlson for the following appointments: Authority Administrator – G. Matthew Brown, P.E., Authority Solicitor – Christopher E. Frantz, Esq., Authority Engineer – ARRO Consulting, Inc., Operator – Clean Water Inc. Motion carried unanimously.

Approval of Minutes

After a brief discussion D. Carlson moved to approve the minutes of the January 8, 2015 meeting as submitted, L. Schack seconded. It was so moved.

Approval of Payments

The payments for January 2015 (paid per Authority protocol) and February 2015 were discussed. The bill to T&M Associates was questioned. M. Brown was not familiar with the invoice. He stated he would review with the Township Treasurer and Manager. A motion was made by D. Carlson to approve the payments for both months with the exception of the bill to T&M Associates pending a satisfactory explanation from the Township. R. Schoenberger seconded the motion. It was so moved. D. Carlson noted the methodology employed by the Township Finance staff regarding the breakout of the individual engineering bills as done in the January bill listing and not done in the February bill listing was preferable. M. Brown stated he would advise the Township Finance staff. H. Harper then moved to accept the Balance Sheet and Revenue and Expenses Reports in good faith as prepared by the Township Treasurer. L. Schack seconded. After a few brief questions and comments by the Board, it was so moved.

Authority Administration Reports

M. Brown noted that all treatment facilities were operating well and within their permit requirements. He noted the three reports and asked if there were any questions regarding the reports. M. Brown provided an update of the Phase II Sewer Expansion Project along with the WWTF progress. He noted the recent difficulties experienced with PADEP's Planning group in

Norristown after all the permits had been issued for the project. After a brief discussion, D. Carlson moved to accept the reports as submitted. L. Schack seconded. It was so moved.

M. Brown reviewed a recently discovered issue relative to 55 Yarmouth Lane in the Saybrooke system. It appears the single-family dwelling had been billed for sewer service but was not connected to the system. M. Brown conveyed his conversation with the homeowner and noted there didn't appear to be any contention; however the homeowner wanted to be connected to the sanitary sewer system. M. Brown stated that the Township staff was unsure how the error occurred or when it occurred. He recommended to the Authority that a connection be permitted and completed by the Authority at no cost to the homeowner. He noted that the Saybrooke system could accommodate the additional home. M. Brown also noted this had been discussed with the homeowner and it appeared it would satisfy the homeowner's concerns. He stated that as part of this a release and indemnification for any issue that could arise due to the error would be sought from the homeowner. L. Shack moved, seconded by R. Schoenberger to move forward per M. Brown's recommendation. It was so moved.

M. Brown noted that PADEP was asking for a resolution of the Authority relative to the sewer service to be extended for additional units in the Ewing West Vincent project. After a brief discussion it was a consensus of the Authority that the scope of the resolution should be drafted by the attorney for the applicant Orleans Builders and reviewed by the Authority.

#### Phase II Collection System – Little Conestoga Pump Station

M. Brown called to the Authority's attention the recommendation letter from ARRO regarding the General and Electrical Construction bids received on the project. He noted that due to the quorum difficulty last month, he was recommending the Intent to Award letter, contract document review and Notice To Proceed process be condensed into the next month pending approval of the contract documents by the engineer or solicitor, if needed. He recommended the award of the General Construction contract to Almeida & Hudak Contractors, LLC for the initial contract price of \$891,075.00 and the award of the Electrical Construction contract to Phillips Brothers Electrical Contractors for the initial contract price of \$99,612.00. Both were the lowest qualified bidders. L. Shack moved, seconded by R. Schoenberger, to award the contracts to the recommended lowest qualified bidders as noted by ARRO and to condense the award process as recommended by M. Brown to keep the project on schedule. It was so moved.

#### Open Session

No members of the public were in attendance.

#### Next Meeting Date: March 24, 2015 – 7:30 pm.

H. Harper noted the date and time of the next meeting of the Authority.

#### Adjournment

There being no further business to be brought before the Authority, H. Harper moved, seconded by L. Schack to adjourn the meeting at 9:00 pm.

Respectfully submitted,

G. Matthew Brown, P.E., DEE  
Authority Administrator